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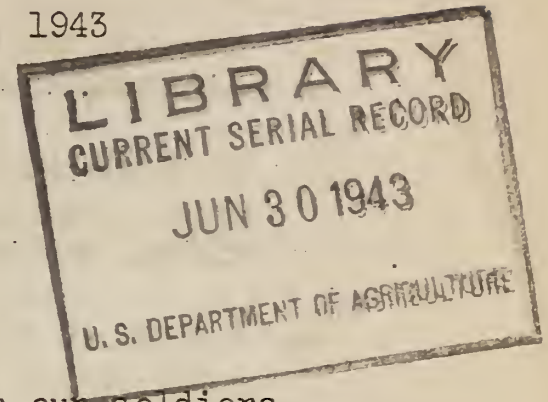
UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION

No.5

WAR FOOD MEMORANDUM —

May 15, 1943

To: State War Board Chairmen  
From: Chester C. Davis, Administrator  
War Food Administration  
Subject: Operation of War Meat Program



The meat situation is critical. We must obtain meat for our soldiers, sailors and marines, and for our Allies, as well as assure that meat is made available in legitimate channels of distribution to meet civilian rationing requirements. To do this in the face of increasing demand from civilian consumers and to avoid black markets, it is necessary:

1. That livestock be routed into normal commercial channels, preferably to inspected plants. The War Food Administration's purchases are limited to federally inspected meat, the volume of which in proportion to the total volume of slaughter has been falling off despite the fact that more plants than at any time in our history are now under such inspection.
2. That our slaughter permit system and the consumer rationing program are made to work effectively.
3. To promote sanitation in the slaughtering and handling of meat, to prevent waste, and to conserve meat by-products.

Effective functioning of the slaughter permit system depends upon wide public understanding of the reasons and necessity for it and the firm and fair administration of its provisions locally. While recognizing the pressure of your increasing work load, in order to enlist the assistance of voluntary citizen workers we are asking you to initiate immediately the program outlined below at the State, county, and community levels.

A. State War Boards

The State War Board with the approval of the Food Distribution Administration will appoint a State meat marketing supervisor who, under the administrative direction of the State War Board, will be responsible for the meat program in the State.

The State War Board, with the assistance of the State meat marketing supervisor, will select area meat marketing supervisors whose salaries and expenses will be paid by the Food Distribution Administration. The area supervisors will report to and receive their instructions from the State Meat Marketing supervisor. They will have the responsibility for carrying out the following instructions in a designated number of counties.



1. Assist the county War Boards in establishing county War Meat Committees as outlined below.
2. Through the County War Board, work with such meat committees on all problems relating to the meat program.
3. If desirable, review copies of applications for permits from the meat committees before they are forwarded by the county War Board to the State War Board.
4. Assist in furnishing county War Boards and meat committees with information and direction pertaining to the meat program and provide them with information for distribution to the public.
5. Be responsible for assuring that violations requiring formal investigations are referred to the State War Board for transmittal to the FDA regional office.

Selection of persons to serve as area supervisors should be primarily based on a knowledge and understanding of the meat industry, its problems and practices. However, since it is anticipated that the procedure outlined herein will serve as a technique for handling other programs similar to the meat program, consideration in selecting appointees to serve as area supervisors should also be given to other qualifications, such as education and practical experience.

#### B. County War Boards

Recognizing the pressure of the increasing work load of the county War Boards, and in order to harness the assistance of volunteer workers much in the fashion that draft boards are serving their county, the State War Board is requested to direct the county War Boards, with the assistance of the area meat marketing supervisors, to establish by May 25, 1943, if possible, county War Meat Committees of the County War Boards with personnel as follows:

1. A well-known, public-spirited citizen of the county, responsible, energetic and with proven leadership capacity, to serve as chairman;
2. A representative producer of livestock, well recognized as a leader in his field;
3. A reputable, public-spirited representative of the wholesale or retail meat trade;
4. A qualified health or sanitary officer or a trained veterinarian;
5. A leader in the food work of the OPA Price and Rationing Boards;
6. An additional community leader, such as a clergyman, a leader in women's activities, the superintendent of schools.

Where such personnel is not available, the county War Board should use its best judgment in selecting others in order to obtain a committee which will undertake seriously and effectively the functions outlined below. The functions of the War Meat Committee will be, under the general direction of the county War Board and with the technical assistance of the area supervisor, as follows:

1. Assume leadership and responsibility for the meat programs in the county, which in addition to the current slaughter program may include other projects in the future.
2. Acquaint itself fully with the need for and objectives of the permit system as well as the black market problems, and disseminate information concerning these by all possible means, including public meetings, group meetings with housewives, the meat industry and farmers, local public officials and semi-public organizations, through newspapers and other media. To create and maintain strong public support of meat programs so that this extremely important food may serve its fullest possibilities as a weapon of war.
3. Review outstanding permits and quotas to establish whether they are justified or excessive, and, when they appear excessive, bring that conclusion with a statement of reasons promptly to the attention of the State War Board.
4. Approve or reject, in accordance with official instructions and procedures, all applications for permits received hereafter. In the event of doubt on any application, and for guidance so as to insure uniformity with other counties, the county War Meat Committee should consult with the area supervisor before issuing such certificate. In all cases, a copy of the application for permit with notation of action taken should be forwarded to the area supervisor at the same time as the State War Board's copy is transmitted. Applications for permits should be examined closely by the committee in accordance with the objectives of the whole program.
5. Call the provisions of the meat orders to the attention of those persons who are slaughtering meat for sale without the necessary permits either through lack of knowledge of the order or in willful disregard of them, and to obtain such compliance as possible by persuasion, dissemination of information or other informal means; and, if unsuccessful, report promptly to the State War Board so that appropriate legal steps may be taken to insure compliance.



6. Establish such additional community War Meat Committees within the county as it finds necessary, especially to carry on the educational phases of this program. Such committees should be patterned in selection of personnel after the county War Meat Committee.

As soon as the county War Meat Committee has been established in the county, it will be responsible, under the general direction of the county War Board, for all phases of the meat program. The county War Board should arrange to provide the county War Meat Committee with office space, preferably at the War Board office, and through its agency members, provide the necessary clerical personnel. The agency by whom such clerical personnel is supplied will be reimbursed therefor.

Meat that is slaughtered and sold outside of the slaughter quotas and permits, the price ceilings, or the rationing system is black market meat. This Nation is determined that black markets shall not flourish or interfere with the war effort and the place of food as a weapon in achieving victory. We cannot afford the waste of hides, fat and by-products where slaughtering facilities are inadequate, and, at the same time, we must prevent unsanitary slaughter which would be a menace to public health.

It will be appreciated if, in organizing the War Meat Committee, the county War Boards will provide copies of this message for the information of the members.

*Chester Davis*

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WAR FOOD ADMINISTRATION  
Washington, D. C.

May 12, 1943

ADMINISTRATOR'S MEMORANDUM NO. 5  
(Corrected copy)\*

Industry Advisory Committees

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JUN 25 1943

U. S. DEPARTMENT OF AGRICULTURE

In connection with the performance of the functions relating to the production and distribution of food delegated by Executive Order No. 9280, dated December 5, 1942, and Executive Order No. 9322, dated March 26, 1943, as amended by Executive Order No. 9334, dated April 19, 1943, it is essential that a close relationship be maintained between the War Food Administration and the various industries involved, to the end that the Administration may lay its problems before representative groups of business executives, and any interested industry may present its problems to the Administration. This relationship will be maintained through the establishment of Food Industry Advisory Committees.

Food Industry Advisory Committees may be formed by authorized officials of the Administration. The personnel of any committee formed for this purpose must be generally representative of the entire industry or, if the program to be considered concerns only a segment of the industry, of the segment so concerned. In this connection, weight should be given to such factors as the size of units (i.e., large, medium, small), geographical distribution, degrees of integration, differing product classifications, differing functions within the industry (i.e., production, distribution), and trade association membership.

The recommendations and advice of the committees shall be given serious consideration in the formulation and execution of food programs to be conducted pursuant to the Executive Orders referred to above. It is important to bear in mind that the committees may act in an advisory capacity only. Powers of decision and enforcement may not be delegated to them.

Meetings of the whole or any part of the committee shall be held in the presence of the Government official in charge. Minutes of such meetings shall be made and preserved.

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\*Please destroy the original issue, from which the signature was inadvertently omitted.

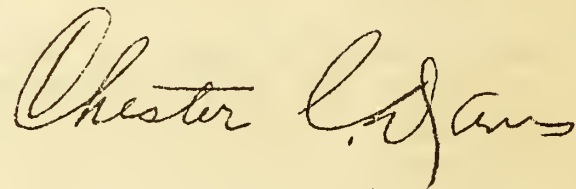


2 - Administrator's Memorandum No. 5

Industry committees should be organized and their procedure outlined only after consultation with, and approval by, the Office of the Solicitor. The Office of the Solicitor should also be notified in advance of every proposed meeting of an advisory committee and be afforded an opportunity to review the minutes of any meeting which may be held.

I am advised by the Solicitor that the plan outlined above is legal under the Federal Anti-Trust Laws.

In any case where it is proposed by the Administration that the advisory committee should take specific action relating to the formulation or execution of any food program, the Solicitor should be notified of such action in order that he may consult with the Department of Justice with respect to the certification by the Secretary, under Section 12 of Public Law 603, 77th Congress, for the purpose of giving immunity from the Federal Anti-Trust Laws.

A handwritten signature in cursive script, reading "Chester C. Egan". The signature is written in dark ink and is positioned above the printed name of the Administrator.

Administrator



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WAR FOOD ADMINISTRATION  
Washington, D. C.

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CURRENT SERIAL RECORD

JUN 25 1943

U. S. DEPARTMENT OF AGRICULTURE

June 2, 1943

ADMINISTRATOR'S MEMORANDUM NO. 5

Supplement 1

Trade and Industry Advisory Committees

The Food Distribution Administration has already established a number of committees for important commodity and industry problems. The steps taken to make these committees available for consultation by the Office of Price Administration are extremely desirable and should be continued. These committees are hereby designated as War Food Administration Committees and the responsibilities of the Food Distribution Director in connection with these and subsequent committees are hereby ratified. It is expected that all agencies of the War Food Administration will take advantage of these facilities for consultation with trade and industry groups.

These committees have been selected from different segments of the various industries and include representatives from cooperative handlers, large private handlers, small private handlers, etc. In cases where problems affecting farmers are being considered, it will be necessary to keep in mind the necessity of consultation with farmers, who are not specifically represented on these committees. In other words, the above committees are primarily for use in connection with problems arising in connection with the distribution of the commodities and not involving producer problems.

*Chester C. Evans*  
Administrator

